

POSITION DESCRIPTION
Environmental Engineer/Environmental Scientist
GS-0819/1301-14

Position Number: N8383E
Organizational Location: EPA, Region 3, Philadelphia
Hazardous Site Cleanup Division
Office of Superfund Site Remediation (3HS20)
Philadelphia, PA

Primary Purpose: Serves as a senior Remedial Project Manager (RPM) in the Office of Superfund Site Remediation reporting to the Associate Director. The incumbent will provide assistance to the Associate Director as well as senior management on technical, policy and enforcement issues associated with the Superfund remedial program.

Duties: The incumbent will work at the direction of the Associate Director, providing technical and program expertise and support to the entire Office as well as the Division Director as necessary.

Provides expertise in highly complex and/or controversial issues involving Superfund remedial sites. In this regard, the incumbent is considered an authority on Superfund remedial design, construction and enforcement issues and will be responsible for providing technical expertise and utilizing planning and coordination skills to expedite cleanup under the regional Superfund remedial process.

Facilitates the use of teams in the Office of Superfund Site Remediation to better balance existing resources and to improve overall productivity. Prepares technical reports and correspondence on a variety of subjects including, but not limited to, Project Management, Five Year Reviews, Deletion of NPL sites, Institutional Controls, and Vapor Intrusion. Reviews administrative and technical actions and reports submitted by site RPMs for consistency with and conformance to Regional and national standards. Provides guidance and assistance in the following site activities: remedial investigations (RI), risk assessment, feasibility studies (FS), remedy selection and design (RD), construction (RA) and enforcement issues to promote innovative and timely cleanup actions.

Monitors the progress of RI/FS, ROD, RD, RA and post-construction completion activities in the Region against projected targets for the fiscal year. Works in partnership with HQ and other Federal agencies (U.S. Army Corps of Engineers, US Geologic Survey, Bureau of Reclamation) on RD/RA implementation issues. Holds routine meetings with RPMs and reviews draft decision documents for consistency with regional/national standards, as well as socioeconomic and environmental justice issues. Evaluates existing policies, procedures and processes on a recurring basis.

Evaluates work involving the management of EPA, state, contractor and/or potentially responsible party (PRP) efforts to remedial Superfund remedial sites under CERCLA/SARA legislation as determined by the Associate Director. Assignments may require the incumbent to represent the Agency as an expert on technical or policy issues, sometimes requiring the coordination of interdisciplinary, interagency or multi-media teams. Directs and participates in national and regional special projects, task forces, and panels to develop policies and methods related to Superfund remedial issues (such as vapor intrusion, institutional controls, cross-program measures, remedy consistency and deletion of NPL sites) that affect Region 3 and other EPA programs and regions, other agencies and states. Trains, develops and mentors other RPMs. Writes and presents or publishes technical or programmatic papers. Manages responses to unprecedented situations at multiple sites having assigned RPMs but which require coordination for consistency of response. Also, may assess the most complex Superfund remedial sites for the purposes of identifying and measuring public health and environmental threats to recommend appropriate response to upper management. Provides support as directed by management to remedial project managers in identifying alternatives through the evaluation of RI/FS and implementation of remedies through the evaluation of RD/RA. May assist with community relations activities at the most controversial Superfund sites where citizens may be openly hostile.

Oversees, monitors, and evaluates the progress of remedial enforcement activities and serves as a technical expert to other remedial project managers and Branch Chiefs to remove obstacles which keep sites from moving through the pipeline. Conducts monthly reviews with the Office of Regional Counsel (ORC) and the Department of Justice (DOJ) to follow sites through the ROD process to completion of negotiations.

Develops and oversees discussions related to Superfund remedial site enforcement strategy to ensure that regional and national policies are being consistently carried out. Provides expert advice to EPA and other Federal agencies on complex Superfund remedial enforcement issues for which there may be no established guidelines.

Evaluates compliance with enforcement agreements and orders and resolves issues with the goal of improving responsible party compliance. Develops policies for response/appropriate actions when compliance is not achieved.

Participates in national enforcement policy development and ensures consistent implementation of Superfund enforcement law, guidance, directives and policy related to the Superfund remedial program in Region III. Serves on regional and national task forces related to Superfund remedial site enforcement.

Develops new and innovative plans related to the timing of enforcement activities with the goal being to shorten the Record of Decision to Remedial Design start time line. Creates usable statistics and information from this data to indicate problem areas or issues needing attention and recommends solutions.

Provides advice and assistance to state and/or local governments on matters relating to the development, execution and monitoring of adequate environmental protection policies, plans and programs related to the remediation of Superfund sites. Serves as a regional technical authority in providing expert advice and assistance to state and/or local governments on matters relating to the development, execution and monitoring of politically important and highly visible environmental protection regulations and determines their impact on air, water and/or land resources. Keeps abreast of new methods and developments in specialty fields as they affect program area(s) and, as requested, advises appropriate high-level officials of progress and difficulties encountered. Participates in national meetings or conferences as an authority in specialty area(s).

Provides comprehensive and authoritative assistance to senior management in the negotiation and resolution of very sensitive policy, legal and technical issues. Makes formal presentations of a technical and policy nature before EPA HQ, other federal, state and local agency officials, private industry and public and private groups. Disseminates scientific/technical information through oral briefings, written documents, workshops/conference/seminar presentations and/or public hearings to provide information on significant technical and/or state or interstate authorities on the status of scientific/engineering developments and the degree to which their involvement is needed to ensure that vital regional or state interests are considered in related agency guidance and policies. Develops highly technical/scientific training course(s) and/or course materials and presents training in specific areas of expertise.

Factors

Factor 1-8 Knowledge Required by the Position 1550 Points

Mastery of specialty areas in the engineering and/or science field encompassed by the position sufficient to apply new developments and theories to critical and novel problems; extend and modify approaches, precedents, and methods to solve a variety of scientific and/or engineering technical problems with unprecedented aspects; and make decisions or recommendations that significantly affect the content, interpretation, or development of major policies or programs concerning critical or major scientific and/or engineering technical issues. The position requires a mastery of applicable environmental statutes and regulations.

Factor 2-5 Supervisory Controls 650 Points

The supervisor provides guidance solely in the form of general legislative, mission, or policy directions and resource constraints. The engineer and/or scientist typically initiates new projects or activities independently and keeps the supervisor informed of progress in planning, coordinating, and implementing the work and resolving conflicts. Recommendations and decisions of the engineer and/or scientist are accepted as technically sound even though final approval may depend on formal action by high-level management.

The engineer and/or scientist has the highest degree of independence in seeking optimum technical or policy solutions to problems in the light of current scientific and/or engineering developments. Completed work is broadly reviewed for adherence to mission or legislative direction and for assurance that broad policy or program objectives are fulfilled.

Factor 3-5 Guidelines 650 Points

Guidelines are basic legislation and/or broadly stated agency regulations and policy statements. At this level the engineer and/or scientist is a recognized technical authority in the interpretation of such broad guidelines, and must exercise considerable judgment and ingenuity in interpreting and adapting guides that exist; in developing new and improved hypotheses, concepts, or approaches not previously tested or reported; and/or in developing new policies that have the potential to take the organization (and the affected public) in new directions. The ideas, methods and procedures developed are on the cutting edge of technology and often serve as precedents for other engineers and/or scientists, or policy-makers within or outside the agency.

Factor 4-5 Complexity 325 Points

Assignments are of such breadth, diversity, and intensity that they involve many varied and complex features, and typically contain a combination of complex features that involve serious or difficult to resolve conflicts between engineering and/or scientific and management requirements. The work requires originating innovative scientific and/or engineering techniques, establishing criteria and standards applicable to wide range of scientific and/or engineering problems and conditions, or developing new scientific concepts or approaches that advance the state-of-the-science.

Factor 5-5 Scope and Effect 325 Points

The work includes the resolution of a broad range of critical or highly unusual engineering and/or scientific problems, development of innovative approaches or guides, or the determination of the effectiveness and validity of proposed or current policies and programs. The engineer and/or scientist serves as an expert advisor and consultant to officials and managers within or outside the agency on a broad range of engineering and/or scientific activities and broad policy issues.

Factor 6-3 Personal Contacts 60 Points

Personal contacts include a wide range of professional and administrative personnel throughout the agency, at other federal agencies, in state and local government, private industry, academia, environmental advocacy groups, and in some cases the media and elected officials.

Factor 7-4 Purpose of Contacts 220 Points

The purpose of contacts is to justify, defend, negotiate, or settle controversial, and far-reaching matters through active participation in conferences, meetings or presentations. The persons contacted typically have diverse viewpoints, goals, or objectives, requiring the engineer and/or scientist to achieve a common understanding of the problem and a satisfactory solution by convincing others, arriving at a compromise, or developing suitable alternatives.

Factor 8-1 Physical Demands 5 Points

The work is primarily sedentary, although some physical effort may be required, e.g., walking, standing, carrying light items such as manuals or briefcases, or driving or traveling by motor vehicle.

Factor 9-1 Work Environment 5 Points

The work environment involves everyday risks or discomforts that require normal safety precautions typical of such places as offices, training rooms, and libraries. The work area is adequately lighted, heated, and ventilated. There may be occasional exposure to moderate risks or discomforts in storage areas or hazardous waste sites.

**POSITION CLASSIFICATION
EVALUATION STATEMENT**

Position Number: N8383E

**POSITION TITLE, SERIES, GRADE:
Environmental Engineer/Environmental Scientist
GS-0819/1301-14**

Evaluation Factors	Tentative Level		Final Level	
Knowledge Required by the Position	1-8	1550	1-8	1550
Supervisory Controls	2-5	650	2-5	650
Guidelines	3-5	650	3-5	650
Complexity	4-5	325	4-5	325
Scope and Effect	5-5	325	5-5	325
Personal Contacts	6-3	60	6-3	60
Purpose of Contacts	7-4	220	7-4	220
Physical Demands	8-1	5	8-1	5
Work Environment	9-1	5	9-1	5
Total Points:	3790		3790	
Tentative Grade:	GS-14			
Final Grade:	GS-14			

Principal duties account for 100% of the time.

Standards used to evaluate the position: OPM PCS for GS-819 dtd 5/79; OPM JFS for GS-1300 dtd 10/97.

Steve Johnson
Deputy HRO